

Exhibit A
Recordkeeper Requirements

- 1) The vendor must send price/dividend information to NSCC (mutual fund profile) by 6:30 pm EST. As a back-up, the vendor must be able to send price/dividend information via e-mail/fax by 6:30 pm EST.
- 2) The vendor must accept trades on behalf of Great-West from NSCC (FundSERVE) by 6:30 a.m. EST (T+1 trading). In the event that trades are not done through the NSCC, the vendor must accept trades by 8:00 a.m. EST (T+1 trading).
- 3) The vendor must process trades at the prior day's closing NAV if provided to them the following business day.
- 4) The vendor must provide daily share positions to Great-West Treasury for reconciliation purposes.
- 5) The vendor must accept wires before the market closes for purchase trades sent the same day.
- 6) The vendor must send wires before the market closes for redemption trades sent the same day.
- 7) Expense reimbursement fees (if applicable) must be sent monthly and via wire.

Other Data Elements Needed:

- 1) The fund group's wire instructions.
- 2) The fund group's fund numbers, cusip, ticker symbols, class of shares, and inception dates of the fund for calculation of performance.
- 3) Provide actual returns, including current quarter, one year, three years, five years, ten years and inception of the fund.
- 4) Application for setting up Shareholder Omnibus Accounts.
- 5) Investment Provider contacts (phone numbers, fax numbers, beeper numbers, and e-mail addresses) for Valuation Operations and Fund Performance.